Criminal Analyst / Case Support

- - - - - - -FOR IMMEDIATE POSTING TO BULLETIN BOARD- - - - - - -
STATE OF NEVADA OFFICE OF THE MILITARY
COUNTERDRUG TASK FORCE
1776 National Guard Way, Box 26
Reno, Nevada 89502
TELEPHONE: (775) 348-5106

TEMPORARY COUNTERDRUG SUPPORT POSITION # 15-02

OPEN TO: All current members of the Air or Army National Guard

POSITION: Criminal Analyst/Case Support
LOCATION: Reno, Nevada
OPEN DATE: 16 January 2015
CLOSE DATE: 27 February 2015 – Boards will be held to establish an OML

UNIT: Nevada National Guard Counterdrug Task Force

MIN/MAX GRADE: E1-E6
MOS/AFSC: OPEN

1. The Nevada National Guard Counterdrug (CD) Program is seeking individuals to serve as a Criminal Analyst/Case Support (CA) located in Reno, Nevada. Funding of Orders is expected through September 2015. **Additional orders are contingent upon availability of FY 16 funding.** PCS funds not available. Applicants should present a favorable military image and will be required to uphold the highest standards of conduct and military personal appearance while on Counterdrug tour. Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies.

2. SUMMARY OF DUTIES: The Criminal Analyst/Case Support person responds directly to directions given by the law enforcement agency (LEA) that they are assigned to. Member analyzes, assimilates and evaluates incoming reports and available intelligence and investigative information in relation to on-going investigations within the LEA. Support tendered to investigations include, but is not limited to network, financial, telephone toll, and document and event analysis. CA composes analytical intelligence and/or investigative reports which are primarily of a current-reportorial nature for use by investigative personnel and which at least in part, may be disseminated to other task forces, LEA's and intelligence agencies. Individual compiles statistics and constructs charts/graphs to correlate with analytical findings. Monitors current internal database systems' capabilities and recommends additions or modifications. Reviews, analyzes, evaluates and correlates written material in various forms prepared by investigative personnel with regard to criminal activities. Examines these documents for salient information as well as determining how to integrate the data into an existing database; and ensures that the information is incorporated into the database in a manner suitable for optimum retrieval. May also be required to formulate, on own initiative, strategies for retrieval of material from varied files within one or more databases for these analytical intelligence reports. Compiles statistics and develops complex charts/graphs which depict final analysis. Dependant on LEA assignment, CA may be expected to perform Ground Reconnaissance Team (GRT) duties to support assigned LEA mission or assist with Counterdrug Task Force reconnaissance missions. Must complete NGB Criminal Analyst Phase I within one year of assignment. Must complete the NGB Ground Reconnaissance Phase I course prior to participating in Ground Reconnaissance missions.

3. IAW NGR 500-2, selectee will be required to attend all IDT/IAD and ATs with their assigned unit. Additional requirements include criminal records check, and /or security screening, urinalysis upon entering active duty and periodic testing thereafter, current physical fitness, current HIV test, current NAC/ENTNAC, and current physical. Females are subject to pregnancy testing.

4. Selected individual will be placed on temporary Title 32 orders. ORDERS ARE CONTINGENT ON FY15 & FY16 FUNDING AND MAY NOT EXTEND BEYOND SEPTEMBER 2015.

5. The Nevada National Guard is an Equal Opportunity Employer and all qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.

APPLICATION INSTRUCTIONS

Submit **ALL** documentation listed below to the address shown in the heading above, **ATTN: S-1**. Applications received after the closing date indicated will be returned without action. Applications forwarded in binders will be processed; however, binders will not be returned due to the cost of postage. If you have any questions, the POC for this announcement is MSgt Brent Breese at, (775) 384-5898.

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1. Letter of introduction (reference: AR 25-50, chapter 3 or AFH 33-337 part VI)
2. Resume outlining civilian/military experience and education.
3. **Air Force** - Copy of **updated** Virtual MPF RIP <u>AND</u> Virtual MPF PCARS (Point Credit Summary Inquiry)
4. **Army** - Copy of **updated** RPAM (Retirement Points Accounting Management) <u>AND</u> PQR (Personnel Qualification Record).
5. Copy of MEDPROS printout (Army) or PIMR (Air) to verify current physical, dental and HIV test.
6. Current (**within 6 months**), passing APFT and DA 5500 (if applicable)(Army) or Fitness Assessment (Air Force)
7. Local Law Enforcement Criminal Records Check (Sheriff's Office)
8. Commander's letter of recommendation verifying AFSC/MOS status, in good status with your unit, and that you meet service physical fitness and height/weight standards.
9. Copy of last 5 NCOERs (Army) or EPR (Air Force) - if applicable
10. Photo (optional)

Minimum Job Skill Requirements:

- Computer Literate (Windows, Power Point, Spread Sheets, Word Processors, Databases, etc.)
- General understanding of the information contained within and capabilities of automated data bases to effectively request and/or retrieve information from specialist to the various systems and to ensure optimum retrieval of all pertinent information therein.
- Ability to produce graphics (Networking, Link Analysis) to accompany and correspond with written intelligence and investigative reports concerning significant law enforcement cases.
- Demonstrate ability to communicate effectively in writing and orally. Such skills are required in order to ensure effective, concise expression of ideas in reports, during conferences and briefings, when providing responses to inquiries and in resolving issues with counterparts in other law enforcement and intelligence organizations.
- Ability to apply the principles and techniques of inductive and deductive reasoning to analyze and evaluate the significance and validity of data gathered through intelligence research.
- Computer Literate (Networking, Windows, Power Point, Spread Sheets, Word Processors, Databases, etc.)
- Comfortable and proficient at public speaking
- Must be physically able to perform GRT duties

Minimum Administrative Requirements:

- Proficient in the English Language (Read, Write, and Speak)
- Current member of the Nevada National Guard (Adhering to basic NVNG Standards)
- Receive negative results on Drug Test
- Females must have a negative result on pregnancy test
- Not have any suspension of favorable action pending
- ANG/ARNG personnel who serve on counterdrug duty for 31 or more consecutive days are subject thereafter to retention standards of their respective services while they remain on duty.
- Meet Height and Weight standards. Failure to maintain weight control standards after selection will result in immediate termination of Counterdrug duty.
- Meet Air Force/Army Physical Fitness Test standards for required age group. Failure to maintain standards after selection will result in immediate termination of Counterdrug duty.
- Pass a detailed LEA background check
- Possess valid driver's license
- Possess a valid Government Travel Card

Preferred Additional Skills:

- Previous Intelligence or investigative experience
- Spanish speaking
- Experience in the planning, preparation and execution of reconnaissance operations
- Experience in one or all of the following:
  - Small Unit Tactics
  - Communications
  - Map Reading and Land Navigation
- Previous Counterdrug experience
- Previous photography experience
- Criminal Analyst Specialist (ASI T9, SEI 069) Complete

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- Ground Reconnaissance Specialist (ASI T7, SEI 067) Complete

BRIAN M. THAYER
Lt Col, NVNG
Counterdrug Coordinator